

# ARIZONA DEPARTMENT OF EDUCATION-CERTIFICATION UNIT

## ATHLETIC COACHING CERTIFICATE 7-12

*CERTIFICATE ENTITLES THE HOLDER TO PERFORM COACHING DUTIES IN INTERSCHOLASTIC AND EXTRACURRICULAR ATHLETIC ACTIVITIES. IT IS NOT REQUIRED FOR TEACHERS WHO HOLD A VALID ELEMENTARY, SECONDARY OR SPECIAL EDUCATION CERTIFICATE.*

➤ **All requirements for the Athletic Coaching Certificate must be met.** The certificate is valid for six years and is renewable. **Fees are not refundable.**

1. Completed [Application for Certification](#)
2. Appropriate Fee (See Application for Certification).
3. A photocopy of your valid Arizona Department of Public Safety Identity Verified Prints (**IVP**) fingerprint card (plastic).  
***NOTE:** Effective January 1, 2008, per Arizona State Statute A.R.S. § 15-106, an applicant who applies for a teaching certificate shall submit an **Identity Verified Prints (IVP)** Fingerprint card. For more information visit the [Arizona Department of Public Safety](#) website or call (602) 223-2279.*
4. Valid certification in first aid and Coronary and Pulmonary Resuscitation (CPR).
5. Completion of 15 semester hours of courses which include at least 3 semester hours in courses related to each of the following: methods of coaching, anatomy and physiology, sports psychology, adolescent psychology, and the prevention and treatment of athletic injuries.
6. 250-clock hours of verified coaching experience in the sport to be coached. Coaching experience may include experience as a head coach or assistant coach in a school program or in an organized athletic league. (Please submit a letter on official letterhead to verify clock hours.)

## RENEWAL REQUIREMENTS FOR THE ATHLETIC COACHING CERTIFICATE 7-12

**All requirements for renewal of the Athletic Coaching Certificate must be met. Fees are not refundable.**

1. Completion of 60-clock hours in a professional development program. (See Application for Renewal).
2. Valid certification in first aid and Coronary and Pulmonary Resuscitation (CPR).
3. A photocopy of your valid Arizona Department of Public Safety Identity Verified Prints (**IVP**) fingerprint card (plastic).  
***NOTE:** Effective January 1, 2008, per Arizona State Statute A.R.S. § 15-106, an applicant who applies for a teaching certificate shall submit an **Identity Verified Prints (IVP)** Fingerprint card. For more information visit the [Arizona Department of Public Safety](#) website or call (602) 223-2279.*

\*PURSUANT TO A.R.S. 15-534.03, EACH EDUCATOR MUST NOTIFY THE DEPARTMENT OF EDUCATION OF ANY CHANGE OF ADDRESS WITHIN THIRTY DAYS. CHANGE OF ADDRESS FORMS ARE AVAILABLE ON OUR WEBSITE.

ALL DOCUMENTATION, INCLUDING TRANSCRIPTS, BECOMES THE PROPERTY OF THE ARIZONA DEPARTMENT OF EDUCATION AND WILL NOT BE RETURNED. REQUIREMENTS MAY BE SUBJECT TO CHANGE AND ARE FULLY REFERENCED IN THE ARIZONA REVISED STATUTES AND ADMINISTRATIVE CODE.